

CA-PMM**Project Name:** International Registration Plan System Replacement**OCIO Project #:** 2740-176**Department:** Motor Vehicles**Reporting Period:** From: _____ To: _____**Team Member to Project
Manager****Current Task Summary**

Task or Deliverable	Scheduled Completion Date	Actual Completion Date	Issues?
Accomplished this week			
Planned/Scheduled Completion in Next Two Weeks			
Status Summary	Yes/No	Explanation	
Will all assigned tasks be accomplished by their due date?			
Are there any planned tasks that won't be completed?			
Are there problems which affect your ability to accomplish assigned tasks?			
Do you plan to take time off that is not currently scheduled?			

Status of Assigned Issues

Issue Number	Description	Due Date	Status
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OCIO Project #: 2740-176

Department: Motor Vehicles

Reporting Period: From: To:

Team Member to Project Manager

CA-PMM**Project Name:** International Registration Plan System Replacement**OCIO Project #:** 2740-176**Department:** Motor Vehicles**Reporting Period:** From: 8/1/09 To: 8/31/09**Project Manager to Sponsor****Current Status Report**

Questions	Yes/No	Cause	Impact	Action Required
1. Were recent milestones completed on schedule?	Yes	N/A	N/A	N/A
2. Were any key milestones or deliverables rescheduled?	No	N/A	N/A	N/A
3. Was work done that was not planned?	No	N/A	N/A	N/A
4. Were there any changes to scope?	No	N/A	N/A	N/A
5. Were tasks added that were not originally estimated?	No	N/A	N/A	N/A
6. Were any tasks or milestones removed?	No	N/A	N/A	N/A
7. Were any scheduled tasks not started?	No	N/A	N/A	N/A
8. Are there any new major issues?	No	N/A	N/A	N/A
9. Are there any staffing problems?	No	N/A	N/A	N/A

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Questions	Yes/No	Impact		Action Required
1. Will upcoming critical path milestones or deliverables be delayed?	No	N/A	N/A	N/A
2. Do any key milestones or deliverables need to be rescheduled?	No	N/A	N/A	N/A
3. Is there any unplanned work that needs to be done?	No	N/A	N/A	N/A
4. Are there any expected or recommended changes to scope?	No	N/A	N/A	N/A
5. Are there any tasks not originally estimated that will need to be added?	No	N/A	N/A	N/A
6. Are there any tasks or milestones that should be removed from the plan?	No	N/A	N/A	N/A
7. Are there any scheduled tasks whose start will likely be delayed?	No	N/A	N/A	N/A
8. Are any major new issues foreseeable?	No	N/A	N/A	N/A
9. Are any staffing problems anticipated?	No	N/A	N/A	N/A

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Current Status and Accomplishments:

*Describe deliverables completed and milestones met during **this reporting period**.*

Training was completed on 7/23. The PRISM function to the mCarrier system was implemented on 7/31/09.

Project Milestones:

List key milestones and their dates from the project schedule.

Milestone	Target Date	Forecast Date	Status	Cause & Impact to Implementation Date	Date Completed
Core System (mCarrier)	11/30/07	N/A	Done	N/A	8/23/08
Staggered Registration	1/1/09	N/A	Done	N/A	10/30/08
PRISM	1/1/08	7/29/09	Done	Implementation began on 7/27/09, but do to technical issues with the uploads and downloads of the PRISM files, it was not completed until 7/31/09.	7/31/09

Variances

Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance".

	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	N/A	N/A	X	Communique to State CIO
Milestones	N/A	N/A	X	Communique to State CIO
Deliverables	N/A	N/A	X	Communique to State CIO
Resources	X	N/A	N/A	N/A
OneTime Cost	X	N/A	N/A	N/A
Continuing Cost	X	N/A	N/A	N/A

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Sponsor to Executive Committee

Summary Milestones and Highlights

Project Milestones: <i>List key milestones and their dates from the project schedule. Explain in issues section if a milestone's status is behind.</i>					
Milestone	Target Date	Forecast Date	Status	If Delayed, Impact to Implementation Date	Date Completed
Core System (mCarrier)	11/30/07	N/A	Done	N/A	8/23/08
Staggered Registration	1/1/09	N/A	Done	N/A	10/30/08
PRISM	1/1/08	7/27/09	Done	Implementation began on 7/27/09, but due to technical issues with the uploads and downloads of the PRISM files, it was not completed until 7/31/09.	7/31/09

Variances Check the appropriate box for each project element listed below. Please describe the actions you plan to take for those items marked "Caution" or "Significant Variance". <i>* Priority of schedule, scope, budget, and quality from Final Ranking established in the Priority Analysis</i>				
	On Plan <5%	Caution 5-10%	Significant Variance >10%	Action Required
Schedule	N/A	N/A	X	Communique to State CIO
Milestones	N/A	N/A	X	Communique to State CIO
Deliverables	N/A	N/A	X	Communique to State CIO
Resources	X	N/A	N/A	N/A
One Time Cost	X	N/A	N/A	N/A
Continuing Cost	X	N/A	N/A	N/A

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Committee****Monitoring Vital Signs Scorecard**

Vital Sign	Variance	Value	Your Score	Score Justification
1. Customer Buy-In	High Degree of Buy-In	0	0 Green	
	Medium Degree of Buy-In	1		
	Low Degree of Buy-In	2		
2. Technology Viability	Strong Viability	0	1 Yellow	Many interfaces make the technology somewhat delicate and difficult to change quickly.
	Medium Viability	1		
	Weak Viability	2		
3. Status of the Critical Path (delay)	<5%	0	2 Red	System was deployed late 10% or greater than the latest SPR dates.
	5% to 10%	1		
	>10%	2		
4. Cost-to-Date vs. Estimated Cost-to-Date (higher)	<5%	0	0 Green	
	5% to 10%	1		
	>10%	2		
5. High-Probability, High-Impact Risks	0 to 3	0	0 Green	
	4 to 6	1		
	>6	2		
6. Unresolved Issues (on time resolution)	On time	0	0 Green	
	Late with no impact	1		
	Late impacting the critical path	2		
7. Sponsorship Commitment	Fully engaged	0	0 Green	
	Partially engaged	1		
	Inadequate engagement	2		
8. Strategy Alignment	Strong alignment	0	0 Green	
	Partial alignment	1		
	Weak or no alignment	2		
9. Value-to-Business	Strong	0	1 Yellow	Some of the value to the business for the web applications have not been realized because of DMV database issues.
	Medium	1		
	Weak	2		

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10. Vendor Viability (provide rationale for the rating in the field following the scorecard)	Strong	0	0	Green	
	Medium	1			
	Weak	2			
11. Milestone Hit Rate (rate of achievement as planned)	>90% on time	0	2	Red	Missed many milestones early in the project.
	80-90% on time	1			
	<80% on time	2			
12. Deliverable Hit Rate (rate of production as planned)	>90% on time	0	2	Red	Missed many deliverable due dates early in the project.
	80-90% on time	1			
	<80% on time	2			
13. Actual vs. Planned Resources	>90% assigned and available	0	0	Green	
	80-90% assigned and available	1			
	<80% assigned and available	2			
14. Overtime Utilization (% of effort that is overtime)	<15%	0	0	Green	
	15-25%	1			
	>25%	2			
15. Team Effectiveness	Highly Effective	0	1	Yellow	The distribution of development and maintenance responsibilities for the various components of the system between DMV and the vendor have
	Moderately Effective	1			
	Ineffective	2			
Total			9	Y	

Green = 0 - 8

Yellow = 9 - 19

Red = 20+

Vendor Viability Rating Rationale

The vendor has demonstrated particularly during the latest reporting period to be extremely competent and effective at meeting the critical time frames to deploy the PRISM component. The PRISM component has been deployed into production and the vendor helped resolve some issues with the deployment regarding slow system performance. PRISM, Staggered Registration and the CORE systems are now fully operational. The vendor will provide maintenance for another two years for the system including fee updates, manual updates and design documentation updates.